

MARCORPROMMAN, VOL 2, ENLPROM

CHAPTER 4

SPECIAL PROMOTION PROVISIONS

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CHAPTER 4

SPECIAL PROMOTION PROVISIONS

SECTION 1: SPECIAL PROMOTION PROVISIONS

4100. MERITORIOUS PROMOTIONS

1. General. The CMC will promote, by means other than the regular promotion system, **exceptionally well-qualified** Marines in recognition of **outstanding leadership and performance**, per the provisions outlined below. Meritorious promotions are intended to promote Marines whose performance is superior to that of their peers, or to promote Marines for specific actions/superior achievement. The term "commander" used in this chapter is defined as those officers delegated promotion authority per paragraph 1200.3b.

a. The CMC, under certain specific circumstances, may delegate authority to effect meritorious promotions to specific grades, in addition to the authority already delegated in this section. Normally, the CMC will not delegate the authority to effect meritorious or accelerated promotions to the grades of SSgt and above.

b. Meritorious promotions are not authorized above the grade of MSgt. Meritorious promotions to MSgt are limited to the Drill Instructor and Recruiter of the Year Programs. Meritorious promotion to 1stSgt is not authorized.

c. Minimum TIG requirements are waived in the case of meritorious promotions. However, compliance with minimum TIS requirements as shown in paragraph 1202, is mandatory.

d. Determination of eligibility for meritorious promotion will be based on the performance of the Marine as reported in the commander's recommendation and on the Marine's military record.

e. Meritorious promotions will not be used as rewards or when a personal commendation/award is appropriate. A meritorious promotion must be based on the Marine's demonstrated capability to discharge the responsibilities and duties of the higher grade in a satisfactory manner.

2. Combat Meritorious Promotion Program. Commanding generals may award combat meritorious promotions to PFC through Sgt in numbers that do not exceed the quarterly meritorious promotion allocations established by paragraphs 4102, 4103 and 4104 of this Manual. In the cases of Sgts and SSgts, commanding generals will submit, by naval correspondence, recommendations for combat meritorious promotion based on meritorious action and performance in combat or performance under combat conditions to the CMC (MMPR-2).

a. Marines recommended for a combat meritorious promotion must have demonstrated outstanding leadership to a degree rarely attained by Marines of equal grade. Such leadership performance should justify the Marine being

advanced in grade ahead of all other Marines of the same grade, regardless of TIG or TIS.

b. Determination of eligibility for promotion will be based on the command's recommendation, combat performance, and past military record.

c. The recommendation for a combat meritorious promotion must be submitted within one year of the meritorious action and performance in combat or under combat conditions.

3. Non-combat Meritorious Promotion Program. Commanders may submit recommendations for non-combat meritorious promotion based on a single meritorious act to the CMC (MMPR-2) by naval letter.

a. Examples of acts that may qualify under the provisions of this paragraph are:

(1) The winner of a national or higher level marksmanship match (e.g., the National Trophy Individual Rifle Match; the National Services Rifle Championship; the National Pistol Championship.)

(2) The winner of individual marksmanship matches in the Olympic Games, Pan-American Games, or International Shooting Union Matches.

(3) The invention of a weapon or device, or the development of a new technique/process which is of Marine Corps-wide significance and produces a substantial savings in time and money on a continuing basis.

(4) Commanding generals may submit a recommendation for meritorious promotion to the grade of SSgt for the squad leader of the winning annual rifle squad (super squad) competition.

b. Nominations for non-combat meritorious promotions that will result in a promotion in the SNCO grades must be submitted to the CMC (MMPR-2). The recommendation will include a detailed justification and information about the qualifying act, the Marine's performance, and leadership ability/accomplishments.

4. Criteria for Meritorious Recommendations. Commanders, in their determination of qualifications for meritorious promotions, will be guided by, but not limited to, the following:

a. Marines must have completed the required PME for the grade to which being recommended.

b. The Marine's performance of duty, in comparison with all known Marines of the same grade without regard to MOS/OccFld, must be to a significant degree superior to that of their peers in order to merit promotion over other qualified Marines in that grade, regardless of TIG.

c. The level and type of duty performed within the individual's MOS/OccFld, as well as outside the MOS/OccFld, must be clearly superior to that of his or her peers.

d. Superior performance on unusual assignments that reflects favorably upon the Marine Corps.

4101. MERITORIOUS PROMOTION OF SNCOS

1. Annual meritorious SSgt and GySgt promotion allocations will be determined by the CMC (MPP-20) for active component Marines and the CMC (RAP-3) for reserve component Marines. The distribution of allocations and administrative instructions will be published in a naval message by the CMC (MMPR-2) prior to each meritorious promotion period.

2. The Commanding General, Marine Corps Combat Development Command; Commanding General, Marine Corps Recruiting Command; Commanding General, Marine Corps Recruit Depot/Eastern Recruiting Region; Commanding General, Marine Corps Recruit Depot/Western Recruiting Region; Commanding General, Marine Corps Reserve Support Command; Commanding Officer, Marine Security Guard Battalion; and the Commanding Officer, Marine Aviation Training Support Group, Pensacola will:

a. Conduct local selection boards to nominate drill instructors, recruiters, and Marine security guards for meritorious promotion to SSgt and GySgt semiannually.

b. Ensure each nominee meets the criteria for meritorious promotion established in paragraph 4100.4, above, and the TIS criteria set forth in paragraph 1202.

c. Submit via naval message the name, SSN, MOS, grade, component and category of those Marines nominated to the CMC (MMPR-2). The message should arrive at the CMC (MMPR-2) not later than 5 December and 5 June, annually, for the January and July meritorious promotion months, respectively.

3. To be eligible for consideration for meritorious promotion while assigned to a special duty assignment as a Drill Instructor:

a. Nominees must have at least 12 months observed performance of duty in their special duty assignments. The observation period begins on the first day the Marine is assigned to a recruit battalion and continues through the day recommendations are due at the CMC (MMPR-2).

b. The nominee(s) from the Officer Candidate School (OCS) must have accumulated 12 months of observed time in a drill instructor billet, regardless of grade, at the OCS.

c. The commanders of OCS and MATSG, Pensacola, may use their meritorious allocation(s) in either the January or July promotion period.

d. The nominee(s) must be a member(s) of the command at the time the recommendation is submitted and must be filling the special duty assignment on the 2d day of the month in which the promotion will be effected (either 2 January or 2 July).

e. No waivers of these criteria are authorized.

4. To be eligible for consideration for meritorious promotion while assigned to a recruiter billet:

a. Nominees must have at least 12 months observed performance of duty in their special duty assignment.

b. The observation period begins the day the Marine completes the probationary period and is placed on production and continues through the day recommendations are due at the CMC (MMPR-2).

c. Nominees must be members of the command at the time the recommendation is submitted and must be filling the special duty assignment on the 2d day of the month in which the promotion will be effected (either 2 January or 2 July).

d. No waivers of these criteria are authorized.

5. To be eligible for consideration for meritorious promotion while assigned to a Marine Security Guard billet:

a. Nominees must have at least 12 months observed performance of duty in their special duty assignments.

b. The observation period begins the date the Marine arrives at the duty station.

c. Nominees must be members of the command at the time the recommendation is submitted and must be filling the special duty assignment on the 2d day of the month in which the promotion will be effected (either 2 January or 2 July).

d. No waivers of these criteria are authorized.

6. Upon approval, the CMC will publish a congratulatory MARADMIN authorizing commanders to effect the promotions. The CMC (MMPR-2) will input the meritorious promotion entries into the MCTFS.

7. Commandant of the Marine Corps Drill Instructor of the Year Program. The recipient of this annual award will be identified in early October by the Commanding General, Marine Corps Combat Development Command (CG, MCCDC). The CG, MCCDC, will forward the recipient's name and SSN to the CMC (MMPR-2) for unit diary action. The recipient will be meritoriously promoted to the appropriate grade, sergeant through master sergeant, and assigned a date of rank of 2 October. MCO 1650.39_ refers.

8. Commandant of the Marine Corps Recruiter of the Year Program. The recipient of this annual award will be identified in early October by the Commanding General, Marine Corps Recruiting Command (CG, MCRC). The CG, MCRC, will forward the recipient's name and SSN to the CMC (MMPR-2) for unit diary action. The recipient will be meritoriously promoted to the appropriate grade, sergeant through master sergeant, and assigned a date of rank of 2 October. EAD recruiters may compete with active duty Marines for Recruiter of the Year. MCO 1650.38_ refers.

9. Commandant of the Marine Corps Marine Security Guard of the Year Program. The recipient of this annual award will be identified in early September by

the Commanding Officer, Marine Security Guard Battalion. The Commanding Officer will forward the recipient's name and SSN to the CMC (MMPR-2) for unit diary action, if applicable. The recipient will be meritoriously promoted to the appropriate grade, lance corporal through gunnery sergeant, and assigned a date of rank of 2 October. MCO 1650.42_ refers.

10. Meritorious SNCO promotions in the Operating Forces. Meritorious SSgt and GySgt promotion allocations will be determined annually in January for the calendar year by the CMC (MPP-20) for active duty Marines in the operating forces. The CMC (MPP-20) will assign allocations to MEF commanders and the CO, Marine Corps Security Force Battalion, by annual MARADMIN. Recommendations to fill these allocations will be submitted to the CMC (MMPR-2) for final approval. Recommendations may be submitted at any time during the year. Submit via naval message the name, SSN, MOS, and grade of each nominee. Approved promotions will be effective on the 2d day of the month in which the Marine was recommended for promotion.

a. In addition to the minimum TIS requirements for meritorious promotion stipulated in chapter 1 of this Manual, Marines recommended for meritorious promotion under this paragraph must have performed their assigned duties to a degree that clearly merits promotion over other qualified Marines and justifies consideration for advancement ahead of other Marines in the same grade.

b. Marines recommended for meritorious promotion under this paragraph should be compared to all other Marines of the same grade, regardless of MOS. Their duty performance should reflect favorably on the Marine Corps.

11. Meritorious SNCO promotions in the Marine Forces Reserve. Meritorious SSgt and GySgt promotion allocations will be determined annually in January for the calendar year by the CMC (RAP) for reserve component Marines in recognition of their superior performance of duty and contributions to the Marine Corps Reserve. Allocations will be provided to the Commander, Marine Forces Reserve who will forward nominees to the CMC (MMPR-2) for final approval. Recommendations may be submitted at any time during the year. Submit via naval message the name, SSN, MOS, and grade of each nominee. Approved promotions will be effective on the 2d day of the month in which the Marine was recommended for promotion.

a. In addition to the minimum TIS requirements for meritorious promotion stipulated in chapter 1 of this Manual, Marines recommended for meritorious promotion under this paragraph must have performed their assigned duties to a degree that clearly merits promotion over other qualified Marines and justifies consideration for advancement ahead of other Marines in the same grade.

b. Marines recommended for meritorious promotion under this paragraph should be compared to all other Marines of the same grade, regardless of MOS. Their duty performance should reflect favorably on the Marine Corps Reserve.

12. There are no provisions for withholding certificates of appointment for those Marines who have been approved for meritorious promotion. If, on the effective date of a meritorious promotion, a commander cannot attest to the Marine's continued exceptional leadership and performance which led to the nomination and subsequent selection for meritorious promotion, the commander

will forward a request to rescind the meritorious promotion authority to the CMC (MMPR-2).

4102. MERITORIOUS PROMOTION TO CPL AND SGT IN THE ACTIVE COMPONENT

1. Commanding generals of the Regular and Reserve establishments, the Commanding Officers, Marine Helicopter Squadron One; Marine Barracks 8th and I; Headquarters Battalion, Headquarters, U.S. Marine Corps; Marine Aviation Training Support Groups; Expeditionary Warfare Training Groups; Marine Corps Support Activity; Marine Security Guard Battalion; Marine Aviation Detachment, Patuxent River; Fort Leonard Wood; and Marine Support Battalion are delegated the authority to effect meritorious promotions to Sgt and Cpl based upon total onboard strengths of permanent personnel in the grades of Cpl and LCpl, respectively. SMCR/AR onboard strength will not be combined with Active component onboard strength, and AR onboard strength will not be combined with SMCR onboard strength in any computations for the respective components. On the 1st day of each fiscal quarter (October, January, April, and July), commands will tally their onboard strength of Cpls and LCpls to establish the base figure for computing quarterly meritorious promotions.

a. Commanding generals of major FMF commands, with units or individuals attached to Marine Expeditionary Units (MEUs) which are deployed, may re-delegate a portion of their meritorious promotion authority to the respective MEU commanders. The promotion quotas allocated as a result of re-delegation will be deducted from the total meritorious promotions of the parent command.

b. Commanders of recruiting stations and district headquarters will receive quotas for meritorious promotion to Cpl and Sgt from the commanding generals of the recruit depots/recruiting regions.

2. Not more than 1/4 of one percent of the Cpls, and 1 percent of the LCpls, on board on the 1st day of the fiscal quarter (October, January, April and July) may be meritoriously promoted to the next higher grade. Excess fractions will not be carried over if one or more promotions result from the quarterly computation.

3. Those commands in which the onboard strength of Cpls and LCpls does not yield at least one promotion from these percentages will carry over the fraction each quarter until the accumulation of fractions results in at least one promotion for each grade.

4. Should the accumulation of quarterly fractions still result in less than one promotion for the entire fiscal year after the computation in July, commanders may then effect one promotion to the grade of Sgt in August and one promotion to the grade of Cpl in September, if applicable.

EXAMPLE: A command with 1,580 Cpls and 2,860 LCpls on 1 October will rate 3.95 promotions to Sgt on 2 November and 28.6 to Cpl on 2 December, regardless of fluctuations in onboard strength in the last 2 months of the quarter. The command may promote 3 Cpls to Sgt in November and 28 LCpls to Cpl in December.

5. The months in which quarterly meritorious promotions are to be effected for Sgt and Cpl, per the provisions of paragraphs 4102.1 through 4 above, are as follows:

- a. Sgt: November, February, May, and August
- b. Cpl: December, March, June, and September

6. The Commanding General, Marine Corps Recruit Depot/Eastern Recruiting Region and the Commanding General, Marine Corps Recruit Depot/Western Recruiting Region, are delegated the authority to meritoriously promote, semiannually, effective 2 January and 2 July, 12.5 percent of the onboard strength of Cpls who have satisfactorily served as DIs or recruiters for 6 months as of 2 January and 2 July, respectively. Commanders will effect the promotions on the unit diary and prepare the certificates of appointment.

7. Commanding generals are delegated the authority, without reference to Headquarters, U.S. Marine Corps, to meritoriously promote winners of their annual rifle squad competition to the grade of Sgt and below. These promotions will count against their command allocations for the quarter in which they are effected. The DOR and effective date will be the 2d of the month following the competition.

8. Commanders, in the regular establishment, not under the command of a general officer (remote location or geographic separation from the general officer does not qualify under this paragraph), or commanders not identified in paragraph 4102.1, above, may submit recommendations by letter to the CMC (MMPR-2) for quarterly meritorious promotions from LCpl to Cpl and from Cpl to Sgt. For purposes of this paragraph, the terms "commander" and "command" do not include Navy or other-service commands to which Marines are operationally attached. If the unit or organization is ADCON to a local Marine command, meritorious requests will be submitted via that chain of command and not to the CMC (MMPR-2).

9. There are no provisions for the reallocation of unused quotas between commands.

10. There are no provisions for commanders to carry unused quotas from one quarter to another. Once the quarter expires, so do any unused meritorious promotion quotas.

11. The commanders identified in paragraph 4102 are authorized to retain meritorious promotion quotas and use them as spot promotions. However, this promotion counts against the total command authorization for that promotion quarter.

4103. MERITORIOUS PROMOTION TO CPL AND SGT (ACTIVE RESERVE)

1. Meritorious promotions for AR Marines will be authorized annually vice quarterly. Annual meritorious promotions will be effected in August for promotion to sergeant and in September for promotion to corporal.

- a. Commanding officers of AR personnel who fall under the command of a reserve major subordinate command (MSC) commanding general (i.e., Marine Forces Reserve, 4th Marine Aircraft Wing, 4th Marine Division, and 4th Force Service Support Group), regardless of the unit's geographical location, must

submit their nominations for meritorious promotion by letter to their respective MSC commander in accordance with the procedures established by their respective MSC commander for meritorious promotion of AR Marines to corporal and sergeant. Allocations for meritorious promotions for each MSCs will be determined by using the formula of not more than 1/4 of one per cent of the Cpls or 1, whichever is more, and 1 percent of the LCpls or 1, whichever is more, on board on the 1st day of July may be meritoriously promoted to the next higher grade on 2 August and 2 September, respectively. Excess fractions will not be carried over to the next year.

b. Commanding officers of AR personnel in all other commands, (to include Headquarters, U.S. Marine Corps, EWTGLANT, MARFORLANT, MARFORPAC, I MACE, II MACE, MCSA Kansas City, EAP, Twentynine Palms and all Reserve Support Units) must submit meritorious promotion nominations by letter to the CMC (RA) for the annual meritorious promotion of AR personnel to sergeant and corporal, based on guidance published in an annual Marine Corps Bulletin in the 1430 series published by the CMC (RA).

4104. MERITORIOUS PROMOTION TO CPL AND SGT (SMCR/IRR)

1. SMCR

a. SMCR Marines will compete for meritorious promotion within their MSC. The CG, MCRSC, will coordinate all IMA detachment meritorious promotions.

b. Allocations for meritorious promotions will be determined using the formula prescribed in paragraph 4102.

c. Commanding officers who have SMCR Marines attached to them in an active duty status must submit nominations for meritorious promotion by letter to the commanding general of the MSC to which the Marine is permanently assigned/joined.

2. IRR

a. Commanding officers who have IRR Marines attached to them in an active duty status must submit nominations for meritorious promotion by letter to the CMC(RA) via the Commanding General, MCRSC. IRR Marines in this category include the following.

- (1) EAD with the SMCR (not recruiter aides).
- (2) ADSW (with Active or Reserve component orders).
- (3) Exercise Support orders.
- (4) Reserve Counterpart Training Orders.

b. There are no regularly scheduled IRR meritorious promotions other than for EAD Recruiters.

3. EAD Recruiters. Meritorious promotion allocations for recruiters on EAD will be one per region, annually, for the 2 January promotion period. Promotions will be effected per paragraph 4102.6.

4105. MERITORIOUS PROMOTION TO LCPL, ACTIVE AND RESERVE COMPONENTS

1. Commanders, as defined by paragraph 1200.3 of this manual, are delegated the authority to effect meritorious promotions to LCpl based upon onboard strength of permanent personnel in the grade of PFC. Each fiscal quarter, not more than 3 percent of the PFCs onboard on the 1st day of the fiscal quarter (October, January, April, and July) may be meritoriously promoted. Excess fractions will not be carried over if one or more promotions result from the quarterly computation. For those commands in which the onboard strength of PFCs does not yield at least one promotion from the percentage, the fraction may be carried over and accumulated each quarter until it results in at least one promotion. Should the accumulation of quarterly fractions result in less than one promotion for the entire fiscal year after the computation in July, commanders may then effect one promotion in September.

a. The months in which quarterly meritorious promotions to LCpl are to be effected are December, March, June, and September.

b. Meritorious promotions awarded for command recruiting do not count against the quarterly allocation.

2. Commanding officers who have IRR Marines attached to them in an active duty status must submit nominations for meritorious promotion by letter to the CMC(RA) via the Commanding General, MCRSC. (See paragraph 4104.2)

4106. MERITORIOUS PROMOTION TO PFC, ACTIVE AND RESERVE COMPONENTS.

Commanders are authorized to meritoriously promote any Pvt, permanent personnel (non student), to PFC in recognition of outstanding leadership or performance. Commanding officers who have IRR Marines attached to them in an active duty status must submit nominations for meritorious promotion by letter to the CMC(RA) via the Commanding General, MCRSC. (See paragraph 4104.2)

4107. COMMAND RECRUITING PROGRAM (CRP) MERITORIOUS PROMOTIONS

1. Commanders of recruiting stations are authorized to meritoriously promote any Pvt to PFC who, while in a leave/liberty status or assigned to the Permissive Recruiter Assistance Program (PRASP), or any member of the SMCR who is not assigned as a recruiter aide, if otherwise qualified, who is responsible for the enlistment of one or more qualified applicants.

2. Commanders of recruiting stations are authorized to meritoriously promote any PFC to LCpl who, while in a leave/liberty status or assigned to the Permissive Recruiter Assistance Program (PRASP), or any member of the SMCR who is not assigned as a recruiter aide, if otherwise qualified, is

responsible for the enlistment or reenlistment of two or more qualified applicants.

3. Commanders of recruiting stations are authorized to meritoriously promote any Pvt to PFC or PFC to LCpl who is assigned to the Permissive Temporary Additional Duty Recruiter Assistant Program (PTAD), if otherwise qualified, who is responsible for the enlistment or reenlistment of two or more applicants.

4. Commanders of recruiting stations, prior to meritoriously promoting any Marine participating in the CRP, will coordinate with the Marine's parent command to ensure the Marine is otherwise qualified for meritorious promotion.

5. Commanders of recruiting stations will issue the appropriate promotion warrant and then forward to the Marine's command all documentation pertaining to the promotion for final administrative processing. If the Marine has returned to his or her parent unit before the meritorious promotion is effected, commanders should send a letter to the Marine's commanding officer that contains the necessary information to support the meritorious promotion. The Marine's commanding officer may then effect the meritorious promotion.

6. All dates of rank and the effective dates for pay and allowances for meritorious promotions effected under this paragraph will be the 2d day of the month following the month in which the required number of applicants enlisted or reenlisted.

7. Reserve Marines participating in the Reserve Recruiter Aide Program are not eligible for meritorious promotion under this paragraph.

8. A Marine may be meritoriously promoted only once during an assignment to PRASP or PTAD.

4108. RECRUITER AIDES. A Reserve PFC, LCpl, or Cpl on active duty at a recruiting station as recruiter aides can only be promoted by the Marine's parent command. Meritorious promotion quotas for these personnel are included in the quotas assigned per paragraphs 4102 and 4103. Recruiting station commanders may make meritorious promotion recommendations to the Marine's parent command.

CHAPTER 4

SECTION 2: SPECIAL MERITORIOUS PROMOTION PROVISIONS

4200. MARINE CORPS RECRUIT DEPOTS

1. Commanding Generals of Marine Corps Recruit Depots are delegated authority to effect, without reference to Headquarters, U.S. Marine Corps, meritorious promotions to PFC and LCpl, as prescribed below.

a. PFC. Not more than 10 percent of the Pvts graduating from recruit training may be meritoriously promoted to the next higher grade. Fractions will not be carried over if one or more promotion results from the computation. When computing 10 percent, do not count recruits who are contract promotions to PFC per their Statement of Understanding. Promotion to PFC (USMC or USMCR) will be effected on the date of graduation to rank from the 2d day of the graduation month, or to rank from the 2d day of the previous month if graduation occurs on the 1st day of the month.

EXAMPLE 1: Graduation is 20 November. Assign DOR of 2 November and effective date of 20 November.

EXAMPLE 2: Graduation is 1 December. Assign DOR of 2 November and effective date of 1 December.

b. LCPL. Those recruits who are under contract to be promoted upon graduation to PFC, per their Statement of Understanding, and are graduating as a platoon honor graduate, may be promoted to LCpl when, in the opinion of the commanding general, they have demonstrated outstanding leadership potential. Promotion to LCpl (USMC or USMCR) will then be effected on the date of graduation to rank from the 2d day of the graduation month, or to rank from the 2d day of the previous month if graduation occurs on the 1st day of the month.

4201. FORMAL SCHOOLS

1. Commanders responsible for administration of personnel assigned to formal schools of 12 weeks or more in duration, regardless of sponsor, are delegated authority to effect, without reference to Headquarters, U.S. Marine Corps, the meritorious promotion of Marines to the following grades, subject to the below criteria:

a. PFC. Five percent of the Pvts in each class after the first month in residence.

b. LCPL. Those PFCs graduating in the top 5 percent of all students, regardless of USMC component, in the class.

EXAMPLE: A PFC graduates on 17 December in the top 5 percent of the class. The Marine is entitled to a meritorious promotion to LCpl. The promotion will be effected with a DOR of 2 December effective 17 December.

EXAMPLE: A Private is responsible for recruiting two applicants who enlist in the Marine Corps on 23 November. The same Marine is graduating on 17 December in the top 5 percent of the class. He or she is entitled to meritorious promotion to PFC per MCO 1130.53_ and to meritorious promotion to LCpl for graduating in the top 5 percent of all students. Both promotions cannot be effected with a DOR of 2 December. The Marine will be promoted to PFC with a DOR of 2 November and effective date of 30 November, and to LCpl with a DOR of 2 December, effective 17 December.

c. Students in the grades of LCpl and above are not eligible for meritorious promotion as the result of exceptional scholastic achievement while attending these schools.

2. Commanders of MOS-producing schools responsible for the administration of personnel assigned to formal schools of under 12 weeks duration, regardless of sponsor, are delegated authority to effect, without reference to Headquarters, U.S. Marine Corps, the meritorious promotion of Marines to the following grades, subject to the below criteria:

a. PFC. Five percent of the Pvts in each class after the first month in residence, or upon graduation, whichever occurs first.

b. LCPL. Those PFCs who finish first in their class, regardless of USMC component.

3. Commanders responsible for the administration of formal schools conducting entry-level training resulting in the assignment of the initial primary MOS, for which quotas are established by the CMC, are delegated authority to effect, without reference to Headquarters, U.S. Marine Corps, the meritorious promotion of Marines to the following grades, subject to the limitations indicated:

a. PFC. Those Pvts in the top 5 percent of all students, regardless of their USMC component, in each class after the 30th training day in residence or upon graduation, whichever occurs first. The promotions will be effected on the date of graduation to rank from the 2d day of the graduation month, or on the 2d day of the previous month if graduation occurs on the 1st day of the month.

EXAMPLE: A Marine begins training on 12 June; completes 30th day in residence 11 July; finishes in the top 5 percent of Pvts on board; should be meritoriously promoted to PFC with DOR 2 July and effective date of 11 July.

b. LCPL. Those PFCs graduating in the top 5 percent of all students, regardless of USMC component, in the class. The promotions will be effected on the date of graduation to rank from the 2d day of the graduation month, or the 2d day of the previous month if graduation occurs on the 1st day of the month.

c. If the 5 percent computation results in less than one promotion, commanders may effect the meritorious promotion of the Honor Graduate only. (the number one graduate of all students, regardless of USMC component).

d. Students in the grade of LCpl or above are not eligible for meritorious promotion as the result of exceptional scholastic achievement while attending these schools.

4. Commanders of Marine Corps administrative activities conducting aviation technical training, field skills training (FST), or managed on-the-job training (MOJT), specifically approved by the CMC for the purposes of providing entry-level training which results in the assignment of an initial primary MOS, are authorized to meritoriously promote Marines who have demonstrated outstanding technical abilities or leadership potential.

a. PFC. Five percent of the Pvts in each class after the 30th training day in residence, or upon graduation, whichever occurs first. Assign a DOR and effective date as the 2d day of the month following the month in which the Marine completed the 30th training day in residence.

b. LCPL. Those Marine PFCs graduating in the top 5 percent of all students, regardless of USMC component, in the class. The promotions will be effected on the date of graduation to rank from the 2d day of the graduation month, or the 2d day of the preceding month if graduation occurs on the 1st day of the month. If, during the same month, a Marine is meritoriously promoted to PFC, and subsequently graduates in the top 5 percent of the class in which the total population allows for a meritorious promotion to LCpl, the Marine is precluded from receiving a second promotion within the same month. However, both promotions can be effected if the DOR and effective date to PFC and the DOR and effective date to LCpl occur in 2 separate months.

CHAPTER 4

SPECIAL PROMOTION PROVISIONS

SECTION 3: POSTHUMOUS PROMOTIONS

4300. GENERAL. A Marine who is selected for promotion but is unable to accept the promotion because of death may be posthumously promoted. The CMC (MMPR-2) may authorize commanders to issue a posthumous promotion upon receipt of a Personnel Casualty Report (PCR) involving a death, subject to the guidelines below.

1. The certificate shall be delivered to the Casualty Assistance Call Officer for subsequent delivery to the next of kin.
2. The beneficiary(ies) will not be entitled to receive any bonuses, gratuity, or pay and allowances by virtue of the posthumous promotion.
3. Posthumous promotions will not be effected if the circumstances surrounding the death served to bring discredit upon the Marine Corps.

4301. SNCOS. When Sgts and SNCOs are selected for promotion by a SNCO selection board to the next higher grade, their promotions are not immediately effected. Their names are placed on a selection list in seniority order along with their contemporaries. If death occurs prior to their seniority number being reached, they may be posthumously promoted upon request by the commander and subsequent approval by the CMC (MMPR-2). The DOR and effective date will be the date of death. If the commander is aware of any restrictions which would preclude the promotion, the commander should note these in the PCR.

4302. CPL AND SGT. The posthumous promotion procedure is not normally applicable in the grades of LCpl and Cpl. Promotions in these grades are immediately effected once the Marine attains the required cutting score as evidenced by a "SEL GRADE" entry on the unit's DFR. If death occurs on or after the date authorized for promotion, and the promotion has not yet been effected, the commander may effect the promotion posthumously without reference to Headquarters, U.S. Marine Corps.

EXAMPLE: A Cpl with PMOS 0311 has composite score of 1720 and the required cutting score for MOS 0311 for the November promotion period is 1715. The Marine has a "SEL GRADE" flag on the DFR, but the Marine is in transit or on leave on the 1st of November, and death occurs prior to the promotion being effected. The posthumous promotion may be effected by the commander with a DOR of 1 November and effective the date of death.

4303. PFC AND LCPL. The posthumous promotion procedure is not normally applicable in the grades of Pvt and PFC. Promotions in these grades are immediately effected once the Marine attains the required TIG as evidenced by a "SEL GRADE" entry on the unit's DFR. If death occurs on or after the date authorized for promotion, and the promotion has not yet been effected, the commander may effect the promotion posthumously without reference to Headquarters, U.S. Marine Corps.

EXAMPLE: A Pvt entering active duty 12 June meets the required 6 months TIG for promotion to PFC on 1 December, as indicated by the "SEL GRADE" entry in the MCTFS. The Marine is in transit or on leave the 1st of December, and death occurs prior to the promotion being effected. The posthumous promotion may be effected by the commander with a DOR of 1 December and effective the date of death.

CHAPTER 4

SPECIAL PROMOTION PROVISIONS

SECTION 4: PROMOTION OF MARINES SEPARATED FOR PHYSICAL DISABILITY

4400. SNCOS. Those Marines in the grades of Sgt and above who have been selected for promotion, and who are to be separated from active duty because of physical disability prior to their seniority number being reached, may be promoted with a DOR of the 1st day of the month of discharge/retirement and effective the last day of active duty, provided they are otherwise qualified.

1. Upon completion of the final physical disability evaluation proceedings by the Secretary of the Navy, the command will forward, via naval message, the exact date of separation to the CMC (MMPR-2) requesting appointment in the selected grade prior to the Marine's scheduled separation date.

2. When a Marine in the grade of Sgt and above is found fit to return to active duty or Reserve status from the Temporary Disability Retirement List (TDRL) and consents to return, the Marine will be reappointed to the current grade with a DOR and effective date of the date of reenlistment. These Marines will compete for regular promotion in their PMOS or OccFld once they become eligible; however, they may qualify for earlier consideration by virtue of prior satisfactory service in the same or higher grade. Refer to paragraph 3201 for additional guidance.

4401. PFC THROUGH SGT

1. Promotions of Marines in the grades of Cpl and below are administered by local commands. The commander of Marines who have been found physically unqualified for further active service because of physical disability will determine their eligibility for promotion. In determining a composite score for LCpls and Cpls, the cutoff date for TIG and TIS will include the last day of the promotion quarter in which the Marine's Medical Evaluation Board (MEB) is dated. When a Marine is transferred to another command pending physical disability proceedings and the Marine is not recommended for promotion, an entry will be made on the administrative remarks page of the SRB concerning the commander's non-recommendation for promotion. Upon receipt of separation authority from the CMC (MMSR-4), those LCpls and Cpls whose composite score meets or exceeds the cutting score requirement for their MOS/OccFld for the most recent promotion period may be promoted.

2. In cases where a MEB is not referred to a PEB, Marines in the grades of Pvt through Cpl may be promoted under the guidelines above upon receipt of the MEB from the convening authority directing separation.

3. When a Marine in the grade of Cpl and below is found fit for to return to active duty or Reserve status from the TDRL, and consents to return, the Marine will be reappointed to the current grade with a DOR and effective date of the date of reenlistment. These Marines will compete for regular promotion once they attain the minimum TIG/TIS. The TIG in the current grade from a previous enlistment (USMC/USMCR) may be included in the computation of composite scores for lance corporals and corporals. The TIS is computed from the adjusted AFADBD. Refer to paragraph 2501 for additional guidance.

CHAPTER 4

SPECIAL PROMOTION PROVISIONS

SECTION 5: FROCKING

4500. GENERAL. Authority to frock enlisted Marines is delegated to Marine commanding generals. The following restrictions apply.

1. Marines may only be frocked if they have been selected for promotion by a regularly scheduled or remedial staff noncommissioned officer (SNCO) promotion selection board.

2. The frocking of SNCOs will be approved only under unusual circumstances that make it clearly in the best interests of the Marine Corps. These circumstances normally include Marines in one of the following categories:

a. Permanently assigned as the principal enlisted assistant to the commander.

b. Permanently serving on a joint staff or similar type duty where a selected SNCO may be either denied privileges afforded other service enlisted that are frocked, or could be placed in a situation of having to work for another service's enlisted person, who is frocked, but actually junior to the Marine in question.

c. Permanently serving in a billet that requires significant external liaison responsibilities with other services or Government agencies.

3. Selected first sergeants/master sergeants/master gunnery sergeants/sergeants major who receive PCS/PCA orders from the CMC (MMEA) for assignment to senior leadership positions will have frocking authority included in their orders. Additionally, selected SNCOs slated to serve with joint commands or with sister services may receive frocking authority with their PCS/PCA orders. Frocking will occur prior to detaching for new duty station.

4. Marines who are frocked do not accrue additional pay and allowances until they are actually promoted. They are, however, issued a new identification card in the frocked grade.

5. Frocking authority should be rescinded in cases where Marines who are frocked are subject to disciplinary or competency review proceedings. Marines should appear before an NJP authority, a court-martial or a competency review board in their permanent grade, not in their frocked grade.

6. Where Marines are assigned to commands that are not ADCON to a Marine commanding general, requests for frocking should be forwarded to the CMC (MMPR-2).

7. Commanding generals who frock enlisted Marines will report the following information to the CMC (MMPR-2 and MMEA), by naval message or letter, relative to each Marine who is frocked: name, SSN, MOS, select grade, T/O number, line number, T/O grade.